

Education Council (EC) Meeting Minutes

June 15, 2010

Members present: D Anderson, T Ebner, A Friedman, H Grothe, C Hegarty, L Henson, R Hoffman, M Hordinsky, G Jacobs, A Johns, T Killeen, W Miller, A Minenko, P Mulcahy, C Niewoehner, L Perkowski, L Repesh, R Sonnino, T Thompson, T Walseth, D Wangensteen, K Watson, P White

Guests: Dr. Tucker LeBein, Dr. Yoji Shimizu

Members absent: S Allen, M Baird, J Beattie, B Benson, B Brandt, K Brooks, S Chahla, K Crossley, M Kondrak, L Ling, M LuBrandt, J Miller, J Nixon, C Patow, D Power, L Ryan, T Stillman, R Wong

I. Approval of Minutes

Minutes for the May 18th meetings were approved with no changes or additions.

II. Discussion

Program Annual Summaries

MD/PhD

Dr. Tucker LeBein, outgoing Director for the MD/PhD Program introduced Dr. Yoji Shimizu. He is the newly appointed Program Director, who began on June 1, 2010 and is involved in research as a physician scientist. Dr. Shimizu spoke briefly about his expectations for the program for the 2010-11 academic year; which include changes to the size and membership of the Steering Committee and some modifications to the recruiting schedule in order to maximize the Program's ability to recruit the best applicants to the MD/PhD Program.

Dr. LeBein reported that the Program has received notification from the NIH that their grant will be renewed for another 5 years. He also noted the quality of the applicant pool was outstanding this past year and the total number of applicants was very high. Student retention in the Program is outstanding. None of the 44 students entering the Program since 2003 has voluntarily left the Program (illness or family emergency have been the cause) and none been dismissed for academic reasons. Graduates of the Program are entering residency programs throughout the United States. Choices for residency training are dominated by Internal Medicine and Pathology. Discussion occurred regarding possible admission process suggestions and career guidance mechanisms that would benefit MD/PhD students' in making residency decisions. 15% under represented

Dr. LeBein also provided details of the Program's grant budget (see Report) along with information and data regarding the progress of students who have graduated, nearing completion and those entering residency. The Program's current enrollment is approximately 33 males and 24 women; with under represented individual enrollment at 15%.

III. Information

Consent Agenda

Dr. Friedman reminded EC members of the Council's previous discussion and agreement to use the *Consent Agenda* process to handle housekeeping items that arise that fall under the responsibility of the Council. An issue to consider in the near future for approval by EC will be a Review Electives. In the near future items (i.e. policy upgrades, etc.) will be routinely addressed through this process.

Discussion – continued

Process Regarding Decisions for Additions to Required Curriculum

Dr. Friedman opened a discussion regarding how to proceed to requests for additions and/or changes to the required curriculum. He shared that two requests have been made to make changes to the required courses for the MD Program. A sample template was shared as a possible 1st step for departments or individuals requesting consideration of new required course(s). Dr. Lindsey Henson noted that other requests have been received in recent years. She then gave a brief overview of the Council's role with regard to the MD Program Curriculum Oversight and Policy. Several EC members suggested that a similarly designed template should begin the process for consideration by the Education Steering Committee.

Dr. Perkowski noted there is a great deal of work that goes into developing a required course. Initially individuals interested in developing new courses need guidelines to establish what degree of planning detail is required in their proposal. She strongly recommended a broad process be used to consider required course changes. Implications for change might include an academic impact, financial aspects and/or physical facilities. The complexity of consideration will also depend upon what type of course is being proposed; a clinical course might begin with review by the Clerkship Directors (Clinical Education Committee members). Dr. Perkowski said that the process should not be a barrier to change. Dr. Ted Thompson noted as an example the most recently added requirement, Emergency Medicine was reviewed by the Clerkship Directors, the Curriculum Committee and the Education Council (no Education Steering Committee existed). Discussion continued regarding possible future changes in the Program and whether the credits would always remain the same; if a credit change was proposed, a very broad discussion would be necessary. Dr. Johns noted that Duluth has recently gone through a similar consideration and questions were raised regarding competencies, delivery and time required to establish and run the course.

Council members agreed the larger question should be taken to the Faculty Assembly with the following points of concern:

- who to review the work plan
- who would accept edits
- would Faculty Assembly a pre-approval before moving to Medical Education committees
- multi-step process
- should dialogue begin with the Education Steering Committee
- how much background work is necessary before submitting to Faculty Assembly
- who has final approval
- consider implications – fiscal and faculty to teach
- options for piloting:
 - require the course must 1st be a pilot
 - test by offering 1-week during lunch
 - how many students required for a pilot (MetroPAP is now a pilot with 2)

Dr. Friedman requested that this topic come back to the Council in the Fall, with answers to some of the questions and with the very basic point for where the proposal review will begin. A specific beginning point, even if the Education Steering Committee will refer it forward. Dr. Perkowski pointed out having a process to consider new courses/changes to the curriculum is an LCME requirement. Dr. Friedman asked that comments from Council members and students be sent to Dr. Perkowski.

Vision Statement – Dean's Recommendation

Dr. Henson referenced the changes made to the original document which was created by Dean Frank Cerra. Council members discussed the implications of various ways to alter the information slightly by switching the focus to the medical student preparedness. It was decided the revisions will be made, Council members will receive a draft for comments and after a brief review period it will be presented to Dr. Cerra stating the suggested changes are for him to decide.

Next Education Council Meeting – August 17, 2010